



Proposal Form for EV Charging Station Projects

Instructions

Complete all sections of this form. All proposals must be received by 5:00 p.m. on Wednesday, February 19, 2014 to be considered. Proposals should be submitted to the Connecticut Department of Energy and Environmental Protection (DEEP) via e-mail at EVConnecticut@ct.gov. Questions may be directed by e-mail to EVConnecticut@ct.gov.

Eligible Use of Funding

This opportunity offers assistance in establishing publicly-accessible EV charging stations for the use of plug-in electric vehicles by the general public. The stations will bear the "EVConnecticut" logo and will be on property available for public use, at highly visible locations such as retail complexes, train stations and airports. Selected projects will be funded up to \$2,000 per charging station with a maximum of \$4,000 per location. For projects in priority locations having no EV chargers within a 15-minute radius, identified in white on the attached map, funding can be up to half the cost of the installation, with a maximum of \$5,000 per unit or \$10,000 per location.

Evaluation Criteria

Proposed projects will be evaluated based on cost effectiveness and economic benefits to Connecticut. Project ideas will be ranked according to the criteria outlined in the [program criteria document](#).

Part I: Ranking Criteria: Please check those that apply

Will be operational by April 1, 2014	<input type="checkbox"/>
Commitment of applicant to make the EV charging station readily available to the public at no fee for, at least, the next three years ¹	<input type="checkbox"/>
Location along transportation corridors, including state highways	<input type="checkbox"/>
Location near restaurant, retail, and/or entertainment opportunities	<input type="checkbox"/>
Location will provide:	
• Installation of approved signage	<input type="checkbox"/>
• Lighting	<input type="checkbox"/>
• Shelter from inclement weather for drivers to wait while their EV is charging	<input type="checkbox"/>
• Operation 24 hours/day, 7 days/week	<input type="checkbox"/>
Situate each EV charging unit so it can accommodate at least two vehicles	<input type="checkbox"/>
Total Criteria Points Met:	

Recipients must agree to operate the charging stations only as a not-for-profit venture. Any fees collected should only be sufficient to cover operating expenses, including payment systems. Some equipment Vendors may be willing to enter into a cost-sharing partnership with the Awardee to reduce costs to the users.

For DEEP Use Only:

Is the proposed facility located in a Priority Area?

☐ Yes ☐ No

¹ In lieu of a commitment to provide no cost charging for three years, applicants must submit a business model for an open access payment system with a maximum cost of \$1.00 per hour; major credit cards must be accepted for immediate access to the charger with no phone call or other contact required. If you plan to have motorists pay for the charging, submit a business model that meets these requirements with the application.

Part II: Applicant Information

Name & Title of Property Owner or Person having Site Control:²					
Organization Name & Affiliation:					
Address:					
City:		State:		Zip Code:	
Telephone:					
E-Mail:					

Part III: Project Information

How many charging stations would you plan to install? A single unit with two charging heads is counted as one unit; two units mounted on a single pedestal are counted as two units.	
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Project Details: <i>(Please use additional forms for multiple installations)</i>			
Address of Proposed Installation: Provide street address, street intersection and/or latitude/longitude and city.			
Will the EV charging station be located at a parking facility indoors or outdoors?	<input type="checkbox"/>	Indoors	
	<input type="checkbox"/>	Outdoors	
Do you want pedestal, wall-mounted or overhead EV charging units(s)?	<input type="checkbox"/>	Pedestal	
	<input type="checkbox"/>	Wall-Mounted	
	<input type="checkbox"/>	Overhead	
Is there electricity at the proposed installation site?	<input type="checkbox"/>	Yes	<input type="checkbox"/> No
Is the site lighted at night?	<input type="checkbox"/>	Yes	<input type="checkbox"/> No
Is there shelter at the proposed installation site?	<input type="checkbox"/>	Yes	<input type="checkbox"/> No
During what hours is the proposed installation site open to the public?			

Project Timeline:	Project Start Date:		Project End Date:	
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Proposed Budget: Please provide a list of the expenses for the EV charging station and installation. You may add line items as needed. Identify each line item being proposed, i.e. "BrandZ pedestal EV charging unit", installation of EV charging unit (if not included in cost of unit).	
<u>Line Item:</u>	<u>Cost</u>
Total Project Cost:	

² Site Control means (1) ownership of, a leasehold interest in, or a right to develop a site for the purpose of constructing the EV Charging Station; (2) an option to purchase or acquire a leasehold site for such purpose; or (3) an exclusivity or other business relationship between the Applicant and the entity having the right to sell, lease or grant the Applicant the right to possess or occupy a site for such purpose. Documentation for verification may be requested.

Balance of Funds:	
Applicant attests they can secure the funds for operation and maintenance.	<input type="checkbox"/>
What is the source of these funds? If this is a partnership effort, name the partner providing funding and the amount.	
What is the timeline for securing these funds? (Budget approval process dates)	

Terms and Conditions:	
Recipients will be responsible for the procurement of the EV charging equipment, all installation, maintenance, operations and other associated expenses and responsibilities.	
All recipients must be willing to either:	
<ul style="list-style-type: none"> a. Provide charging at no cost to the public for the first three years of operation; or b. Provide a business model for an open access payment system with a maximum cost of \$1.00 per hour; major credit cards must be accepted for immediate access to the charger with no phone call or other contact required. Attach business model if applicable. 	
Recipients will commit to maintain and operate the EV charging equipment as publicly-accessible units.	
Recipients will commit to post location & availability information on U.S. Department of Energy website.	
Recipients will have a publicly-accessible EV charging station operational by April 1, 2014, or as soon after as possible, but no later than May 30, 2014.	
Recipients will meet commitments made in the application to provide	
<ul style="list-style-type: none"> • Lighting, 	
<ul style="list-style-type: none"> • Installation of approved signage 	
<ul style="list-style-type: none"> • Shelter from inclement weather for drivers to wait while their EV is charging (if checked on proposal form), and 	
<ul style="list-style-type: none"> • Operation 24 hours/day, 7 days/week, or limited hours as specified in proposal. 	
Recipients must agree to operate the charging station(s) as a not-for-profit venture for the lifetime of the EV charging unit(s). A business plan for operation after the first 3 years, including an open access payment system, must be submitted before reimbursement.	
Before being reimbursed, Recipients must demonstrate full operation of the publicly-accessible EV charging station, and use of approved signage by	
<ul style="list-style-type: none"> • Providing a photograph of the completed installation, with posted signs, and 	
<ul style="list-style-type: none"> • Providing a copy of the actual budget with invoices for the equipment and installation. 	
By checking this box, applicant attests to have read and understood the terms and conditions listed above, and agrees to comply with these terms and conditions if awarded funding.	<input type="checkbox"/>

Priority Areas Having No Publicly-Accessible EV Charging Stations within a 15-Mile Radius are Shown in White

